



Department of Energy

Washington, DC 20585

February 14, 2012

MEMORANDUM FOR DISTRIBUTION

FROM: TRACY P. MUSTIN
DEPUTY ASSISTANT SECRETARY FOR ENVIRONMENTAL MANAGEMENT

SUBJECT: Establishing the Office of Environmental Management Applied Cost Engineering Team

The purpose of this memorandum is to establish the Office of Environmental Management (EM) Applied Cost Estimating (ACE) Team. As you are aware, the Department of Energy and EM are committed to making continuous improvements in contract and project management performance. EM efforts to enhance contract and project management are focused on delivering results on time and within cost, and improving EM's ability to perform Independent Government Cost Estimates.

To that end, the EM ACE Team will be a corporate community of practice whose purpose is to promote continuous cost engineering improvements through the dissemination of cost engineering tools, methods, techniques, best practices, and lessons-learned across the EM complex. The purpose of the EM ACE Team is to: assure cost estimate quality in all cost estimates developed by EM and its contractors; promote consistency and standardization in the area of cost engineering throughout the EM complex; provide a forum where both EM Headquarters (HQ) program offices and EM field offices can participate in the development of corporate cost estimating policy, standard practices, and guidance; and to provide a forum to share cost estimating lessons-learned across the EM complex.

I have asked Mr. Terry Brennan, Assistant Director, Office of Cost Estimating and Project Management Support of the EM Consolidated Business Center, to lead this effort as they have responsibility for EM's cost estimating function.

The EM ACE Team will consist of representatives from the HQ offices and EM field offices. To that end, I am requesting that each EM field office and Deputy Assistant Secretary name a point of contact as soon as possible, and notify Mr. Kevin Barry at Kevin.Barry@emcbc.doe.gov or (513) 246-1371, by March 16, 2012.

Thank you for your support in this important effort. If you have any questions, please feel free to contact me or Mr. Brennan, at (513) 246-0546.



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